

**Montana Shared Catalog Executive Board Meeting**  
**Bozeman, Montana**  
**July 26, 2013**

The Executive Board meeting was called to order by Honore Bray at 9:05. Debbi Kramer was appointed to record the minutes. New members welcomed were Diane Anderson and Debbi Kramer. Other members in attendance: Becky Mosbacher, Libby Wolfe, Ann Rutherford, Dale Alger, Cheryl Hesel, and Honore Bray. Desiree Dramstad joined the meeting at 9:45. Montana State Library staff present included: Ken Adams, Sarah McHugh, Amy Marchwick and Melody Condron.

Cheryl moved and Dale seconded a motion to approve the minutes from the May 2nd meeting as presented. Motion carried.

At the present time there does not seem to be any progress at (OPI) Office of Public Instruction (OPI) to help the Montana State Library (MSL) with the cost of an additional FTE (full time employee) to share duties for the Montana Shared Catalog. (MSC) Sarah has invited Dennis Parman from OPI to attend the Fall MSC meeting in Helena. Dennis needs to hear from school librarians how imperative it is to add an additional staff person for the shared catalog. Without additional help the MSC will not be able to lift the moratorium on further schools joining the shared catalog. Discussion deemed it important that school administrators be contacted as to the importance of another FTE. MSL staff will attend the school administrators conference in October, if possible, to get the discussion going.

Cheryl moved and Libby seconded a motion to place before the membership at the Fall MSC meeting the request to hire an additional FTE for the MSC support staff. Motion carried. Cost of the position without OPI assistance will be generated through additional fees for MSC members.

Information concerning the need to fill the Western-at-large seat will be posted immediately. Diane and Becky will contact school librarians later in August with a September 3rd deadline for those interested in filling the position. Voting for the position will take place at the Fall MSC meeting.

An email from Cara Orban, Statewide Projects Librarian informed the Board that at the MT2Go membership meeting in Miles City a discussion was held as to when to hold the annual membership meeting. A survey was sent out as to member's meeting time preferences with a slight majority of respondents preferring the meeting be held in conjunction with the Montana Library Association (MLA) annual meeting in April. Therefore, no time will be set aside for the MT2Go members at the 2014 Spring MSC meeting.

After some discussion the Board consensus was to allow Mike Price to removed titles on NetLibrary as most are out-of date. The WMS Pilot is moving along very slowly. Melody conveyed that most of the tech issues have been addressed. Sarah will contact OCLC and request moving forward more quickly. It is hoped to wrap up the pilot by October. Content management for the shared catalog is ahead of the curve in regards to Resource Description Access (RDA). Updates in authority records will take place August 14-17, 2013. Enterprise completed the 4.3 upgrade in July. This upgrade fixed some bugs and offered new

enhancements. Next updates are expected toward the end of August. Ken should be able to demonstrate Enterprise at the fall membership meeting. BLUEcloud is moving forward. Enterprise must be in place before some aspects of BLUEcloud will work. BLUEcloud should be ready to test in August. Shout Bomb test plan is ready, but libraries must agree on the text message wording before implementation can take place. Parmly Billings Library now Billings Library would like to update all the tags for their items. If it is possible to accomplish with relative ease it will be done, if not no changes will be made. Several logo designs are ready for viewing. They logo committee will bring forth samples after September 3rd.

The MSC Strategic Plan was discussed. The vision statement was completed as follows: **The Montana Shared Catalog pushes the edge of innovation, assists libraries and library staff in the delivery of services that transform Montanans' lives, and strengthens the place of libraries in their communities.** The Mission statement selected: **Montana Shared Catalog provides essential library services creating an environment of continuous learning and innovation by connecting library systems through active engagement, technology and collaboration.** After the vision and mission statement were completed it was decided to have the strategic plan posted online in Google Docs for Board members to provide edits they deem necessary.

#### **Fall meeting arrangements:**

Wed., Sept. 25th -- Executive Board Meeting at either L & C Library or Carroll College 7-9 p.m.

Thurs., Sept. 26th--Continental Breakfast at MSL 8-10 a.m.

Partners Meeting 8:30-10:30 a.m.

Membership Meeting 11:00-12:30

Lunch & networking 12:30-1:30 p.m.

Resume meeting 1:30-4:30 p.m.

Executive Board wrap-up 5-6 p.m.

MSL Online Resources 5-6:30 p.m.

"Birds of a Feather" Dinners 7-9 p.m.

Agenda Items: Dennis Parman from OPI discussion

Ken's updates

New Hire discussion

New members introduced

New Logo presentation

Enterprise update

WMS update

Cara Orban presentation

Delegate election results

Cheryl, Amy and Libby will work together to look into alternatives that can be used to Video Conference the meeting. Sarah asked the Executive Board to become more active in the planning of the Fall & Spring meetings in order to take some pressure off Ken. Ken will make a list of details that need accomplished for meeting planning and present it to the Board at the Fall Board meeting so that members can help in the planning of the spring meeting.

An email from Allison Badger, OPI concerning an RDA workshop and speaker fees for the MLA annual conference was discussed. Although the MSC would like to help financially with the costs, it was the consensus of the Board to forgo financial assistance at this time.

Earlier MSC Budget preparation and pro-forma invoices will be implemented in 2014. Work will begin in early March immediately following completion of the user count task.

Desiree Dramstad was thanked for her service to the Executive Board.

Meeting adjourned.